



## CITY OF FRISCO PURCHASING DIVISION

April 13, 2011

Addendum #1

RFP# 1103-039

### **RFP for Library Automated Materials Handling System**

#### **Questions and Answers:**

1. There seems to be a conflict in dates for the deadline for proposal submissions in Frisco's Library AMH System RFP. On the cover page, it states responses are due by April 19, 2011, but on page 26, it says proposals should be received by April 15, 2011. I wanted to clarify which was the correct date so that we are able to submit our proposal within the appropriate time period.  
**The correct due date is April 19, 2011 2:00pm CST.**

2. Can the Library provide a wider view of the floorplan provided to show more of the surrounding area and provide a better picture of traffic flow in the library?

**See attached. Note that this is the original architect drawing of the floor and that some details regarding shelving and seating have changed. However, the doors, service desks (in yellow), and book return locations are accurate.**

**Note that ONLY the space shown in the original sketch is available for the AMH system. Do not submit proposals that exceed the space allotted.**

3. There is a reference to East wall being an accordian wall, but direction is not indicated on the sketch. Which way is north?

**We're using "east" to refer to the right-hand wall in the sketch. Directionally, North is also the top of the sketch.**

4. There is a reference to provide a rectangular space for sorting. Does that mean the sawtooth wall configuration where the book drop window is shown will be replaced by a straight wall from one side of the room to the other?

**No, the sawtooth wall configuration will remain. The rectangular space mentioned is the 30' x 14' space indicated in the sketch. The shape of the full space for the AMH is a 30' x 14' rectangle with a triangle formed by the sawtooth wall at the north (top) end.**

5. Coding of items - To be clear, the system will start out using only RFID or also bar code? What format bar code? The background information states that you have already tagged your collection. Is this correct? What percentage is barcoded versus RFID tagged? Do you program in sets?

**The library has completely converted to RFID. The system will not need to read barcodes, only RFID tags.**

**As for programming in sets: if you mean, do we use multiple tags to account for multiple parts of a single title? Yes. DVDs, CDs, and some kits have as many as three tags per item. Books, audiobooks, and other kits have only one tag per item.**

6. Use of receipts is configurable. Also, patron can request no receipt, receipt, e-mail or SMS text. Does this satisfy your "not require use of customer receipt" statement?

**We're not interested in a receipt option because that implies the need for the customer to interact with the system by indicating the start and stop of the return process.**

7. You state system must not require special bins. What bins are you currently using or want to use? What dimensions are these bins?

**We prefer to use standard bins available from various library vendors. Include a list of off-the-shelf bins that meet your proposed solution.**

8. You state that the system must work with standard book drops. Do you mean any standard book drop or specific ones that are already installed in the Library. If the latter, can you provide a photo, make and model of what is currently installed and a dimension to the lowest point at the discharge of the chute?

**We do not currently have book chutes installed. Our book drops are simply finished openings in the wall. Our primary concern is that the opening be large enough to not require a one-at-a-time return and to handle the majority of library materials. The openings should be sized to receive materials as specified in 2.03 and 2.04 of the RFP.**

9. Is the ability to feed multiple items at a time mandatory? Reliability of sorting is detrimentally affected when feeding multiple items because there are too many factors that prevent items from separating during transport from the return point.

**This will be a highly important criterion in our decision-making matrix.**

Vendors who may have already submitted a proposal and feel this addendum may change their proposal, may pick it up and return it by the closing date. If picking up the proposal is not feasible, any new proposal submitted by your firm will supersede one previously submitted.

This addendum does not change the submittal deadline. All responses are due at City Hall, Attention: Tom Johnston, Director of Administrative Services, 6101 Frisco Square Blvd, Frisco, TX 75034 by 2:00 PM CST on April 19, 2011.

Acknowledge receipt of this addendum in your response to the RFP.

Sincerely,

Tom Johnston C.P.M., CPPO  
Director of Administrative Services  
City of Frisco